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12000 Findley Road, Suite 400, Johns Creek, GA 30097

COMMERCIAL CERTIFICATE OF OCCUPANCY REQUEST FORM

Type of C/O Requested (circle one)

Date: _____

Building Shell Interior Finish Complete Building Temporary

Main Permit #: _____

Trades (check all that apply): ELEC ____ MECH ____ PLMB ____ LWVL ____ LWVL ____

THE FOLLOWING INFORMATION IS REQUIRED TO SUBMIT FOR A CERTIFICATE - DO NOT LEAVE ANY BLANKS

Project Address: _____ Suite/ Bldg #: _____

Project/Tenant Name: _____

Construction Type: _____ Use Classification: _____ Sq. Footage: _____

Occupancy Load: _____ Sprinkler System : Y / N

General Contractor: _____ Phone #: _____

Applicant Name: _____ Phone #: _____

Building Owner (**NOT TENANT**): _____

Address: _____

To be completed by Building Department Staff:

Responsible Dept	Final Insp. Date	Inspector	Pass/Fail/NA
Final Building			
Fire Marshal - 100%			
Final Site Inspection			
Test & Balance			
Other			

CO / CC / TCO Fee Due: _____

Re-Inspection Fees: _____

Total Fees Due: _____

MasterCard, VISA, Check or Cash